

Account Subset Definition (ASD)

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- Road map of the MEPRS Program at an MTF
- Identifies the work centers and expense accounts used by an MTF during a fiscal year
- Determines the sequence or order in which step-down expense assignment occurs (ASN)
- Defines the statistics (raw or weighted) and data used in the step-down and purification processes
- Directs workload, expenses, and the step-down process

Account Subset Definition (ASD) Table

- Log into EAS
- Click on Reports Tab
- Click on Site-Specific Tables
- Click on ASD Table
- Desktop Intelligence message will pop up “The File ‘ASD Table.rep’ already exists locally. Do you want to retrieve it any way, and overwrite your local version?”
- Enter YES
- Hit the refresh button (icon) the 
- Enter or Select Values enter % for all years
- Click Okay
- Click on File, SAVE AS (always ‘SAVE AS’ so you do not overwrite the template in EAS)
- Save on your desktop

ASD Subset Definition ASD

Expense Assignment System IV								
Account Subset Definition (ASD) Table								
Parent DMIS ID: 0109- BROOKE AMC-FT. SAM HOUSTON								
From Fiscal Year: 2001								
To Fiscal Year: 2011								
DMIS ID:	0109	BROOKE AMC-FT. SAM HOUSTON						
Fiscal Year	4th Lvl FCC	4th Level FCC Description	Data Set ID	ASN	Activation Date	Inactivation Date	Reactivation Date	Deactivation Date
2005	AAXE	WARD 3 WEST ONCOLOGY	AAXE/0109		10/ 1/ 2000			
2006								
2007								
2008								
2009								
2010								
2011								
2001	AAXE	WARD 6 WEST	AAXE/0109		10/ 1/ 2000			
2002								
2003								
2004								
2001	AAXF	WARD 3 EAST	AAXF/0109		10/ 1/ 2000			
2002								
2003								
2004								
2005	AAXF	WARD 3 EAST CARDIOLOGY	AAXF/0109		10/ 1/ 2000			
2006								
2007								
2008								
2009								
2010	AAXF	WARD 6 EAST CARDIOLOGY	AAXF/0109		10/ 1/ 2000			
2011								

Account Subset Definition (ASD) cont.

- ***Fiscal Year (FY)***

- ***4th Level MEPRS/FCC Codes:***

Fourth level codes identifying each work center within your facility that is authorized by AMPO

- ***4th Level MEPRS/FCC Code Description:***

Description of the work center

DATA SET

Data sets collect outputs used in MEPRS EAS allocation processing to the final MEPRS accounts

It identifies and collects different types of workload factors

- FTEs
- Square footage, square footage cleaned
- OBD
- Out-Patient Visits
- Total Visits

DATA SET cont.

Intermediate Operating Expense Accounts. An expense account that is further assigned to final operating expense accounts.

E - Administrative and Support Services

D - Ancillary Services

Final Operating Accounts have direct expenses, receive expense through step-down and do not redistribute expense

A – Inpatient

B – Ambulatory

C – Dental

F – Special Programs

G – Medical Readiness

Assignment Sequence Number (ASN)

- *The ASN identifies the sequence of step-down for 'E' and 'D' codes.*
- All “COST POOLS” will be distributed alphabetically before the “E” and “D” accounts and **DO NOT** need ASNs since they are stepped down in alphabetical order.
- The allocation process will distribute all “E” expenses first and “D” expenses second.
- *Lower ASN support the most areas in the MTF*
- *Higher ASNs provide support to fewer areas in the MTF*

Assignment Sequence Number (ASN)

Available for download on AKO

FY11 Army Alignment of Intermediate Operating Expense Accounts			
(Source: DoD 6010.13-M, 7 April 2008)			
NOTE: Army MEPRS personnel are required to use these exact ASN numbers. With the exception of WRAMC, this ASN sequence should be used by all Army MEPRS offices.			
NOTE: This alignment order is reflective of Assignment Sequence Numbers (ASN) used in ASD. When the same ASN number is used, EASIV performs allocation in alphabetic order by MEPRS/FCC.			
Depreciation of Equipment	FCC	ASN	Data Set ID
Inpatient Depreciation	EAA	1	OBD
Ambulatory Depreciation	EAB	2	TOTAL VISITS
Dental Depreciation	EAC	3	EACA/DMIS ID
Special Programs Depreciation	EAD	4	EADA/DMIS ID
Readiness Depreciation	EAE	5	EAEA/DMIS ID
Support Services			
Plant Management	EDA	6	SO FT
Operation of Utilities	EDB	7	SO FT
Maintenance of Real Property	EDC	8	SO FT
Minor Construction	EDD	9	SO FT
Other Engineering Support	EDE	10	SO FT
Leases of Real Property	EDF	11	SO FT
Transportation	EDG	12	EDG_/DMIS ID
Fire Protection	EDH	13	SO FT
Police Protection	EDI	14	SO FT
Communications	EDJ	15	FTE
Other Base Support Services	EDK	16	FTE
Materiel Services			
Materiel Management Services	EEA	17	EEA_/DMIS ID
Housekeeping			
Housekeeping	FFA	18	SO FT CLEANED
Laundry Service			
Laundry Service	EHA	19	EHA_/DMIS ID
Command, Management and Administration Command			
Medical Information Management and Information Technology	FBI	20	FTE

Account Subset Definition (ASD)

- ***Activation Date***

- Date should be 1st day of the month

- ***Inactivation Date***

- Range must fall within the range of the FCC's activation and deactivation dates.

- ***Reactivation Date***

- Range must fall within the range of the FCC's activation and deactivation dates.

- ***Deactivation Date***

- If you do not want it to rollover to the next FY you need to deactivate it on the last day of the current FY

ASD Activation, Inactivation, Reactivation, Deactivation

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From Fiscal Year: 2001								
To Fiscal Year: 2011								
DMIS ID:	0109	BROOKE AMC-FT. SAM HOUSTON						
Fiscal Year	4th Lvl	4th Level FCC Description	Data Set II	AS	Activation Date	Inactivation Date	Reactivation Date	Deactivation Date
2001	BGXE	FAMILY CARE COST POOL	BGXE/0109		10/1/2000	10/2/2000	1/1/2001	10/2/2001
2001						1/2/2001	9/30/2001	
2003	DDDI	PULMONARY FUNCTION, ISR	DDDI/0109	311	5/1/2003	5/1/2003	5/2/2003	5/2/2003
2009	DDZA	SLEEP STUDY LAB	DDZA/0109	44	10/1/2003	10/1/2003	2/1/2004	11/30/2008
2004	DDZA	SLEEP STUDY LAB	DDZA/0109	317	10/1/2003	10/1/2003	2/1/2004	11/30/2008
2005						10/1/2003	2/1/2004	
2006						10/1/2003	2/1/2004	
2007						10/1/2003	2/1/2004	
2008						10/1/2003	2/1/2004	
2003	DFCI	POST ANESTHESIA CARE UNIT, ISR	DFCI/0109	331	5/1/2003	5/1/2003	5/2/2003	5/2/2003
2004	DGAB	OBSERVATIONS, WARDS	DGAB/0109	335	3/1/2004	3/1/2004	9/30/2004	10/1/2004
2005						3/1/2004	9/30/2004	
2004	DGAC	OBSERVATIONS, EMER MED	DGAC/0109	336	3/1/2004	10/1/2004	9/30/2005	9/30/2005
2005	DGAC	VACANT	DGAC/0109	336	3/1/2004	10/1/2004	9/30/2005	9/30/2005
2006						10/1/2004	9/30/2005	
2001	DGAJ	ORTHOPEDICS APU	DGAJ/0109	355	10/1/2000	10/1/2000	10/2/2000	10/2/2000
2001	DGED	AMBULATORY CARE UNIT	DGED/0109	382	10/1/2000	10/1/2002	10/1/2002	10/1/2002
2002						10/1/2002	10/1/2002	
2003						10/1/2002	10/1/2002	

Table Maintenance

- When your mission changes and you need to create a 4th level MEPRS/FCC and AMPO has approved/authorized it.
- When you mission changes and you are losing/closing a work centers
- FY Table Rollover
 - AMPO Policy/Guidance of activation, deactivation, modification of standardized 4th level MEPRS/FCCs
- *For FY12 all ASD Tables must be submitted to your AMPO analyst for approval – Suspense date TBD*

Table Maintenance

- **Scenario 1:**
- **An FCC was deactivated in FY 2010 when it should have been inactivated instead. What should you do to continue processing correctly in the current fiscal year?**
 - Delete the deactivation date. Do NOT add another record.
 - Enter the inactivate date range.

Table Maintenance

- **MEPRS/FCC was deactivated in FY10 and reactivated in FY11 but table migration has already occurred for FY11. Therefore, the record did not roll forward. What should you do to allow processing in the current fiscal year?**
 - Leave the FY10 record alone
 - Add the FCC to the Current Year's ASD Table by selecting FY 2011
 - Enter an Activation date for the first day of the FY2011, 10/01/2010

Account Subset Definition (ASD)

- An invalid ASD table will cause you to

REPROCESS! REPROCESS! REPROCESS!